



**Coimisiún na Scrúduithe Stáit**  
**State Examinations Commission**

**Leaving Certificate Applied 2014**

**Marking Scheme**

**Information and Communication  
Technology**

**Common Level**

## **Note to teachers and students on the use of published marking schemes**

Marking schemes published by the State Examinations Commission are not intended to be standalone documents. They are an essential resource for examiners who receive training in the correct interpretation and application of the scheme. This training involves, among other things, marking samples of student work and discussing the marks awarded, so as to clarify the correct application of the scheme. The work of examiners is subsequently monitored by Advising Examiners to ensure consistent and accurate application of the marking scheme. This process is overseen by the Chief Examiner, usually assisted by a Chief Advising Examiner. The Chief Examiner is the final authority regarding whether or not the marking scheme has been correctly applied to any piece of candidate work.

Marking schemes are working documents. While a draft marking scheme is prepared in advance of the examination, the scheme is not finalised until examiners have applied it to candidates' work and the feedback from all examiners has been collated and considered in light of the full range of responses of candidates, the overall level of difficulty of the examination and the need to maintain consistency in standards from year to year. This published document contains the finalised scheme, as it was applied to all candidates' work.

In the case of marking schemes that include model solutions or answers, it should be noted that these are not intended to be exhaustive. Variations and alternatives may also be acceptable. Examiners must consider all answers on their merits, and will have consulted with their Advising Examiners when in doubt.

## **Future Marking Schemes**

Assumptions about future marking schemes on the basis of past schemes should be avoided. While the underlying assessment principles remain the same, the details of the marking of a particular type of question may change in the context of the contribution of that question to the overall examination in a given year. The Chief Examiner in any given year has the responsibility to determine how best to ensure the fair and accurate assessment of candidates' work and to ensure consistency in the standard of the assessment from year to year. Accordingly, aspects of the structure, detail and application of the marking scheme for a particular examination are subject to change from one year to the next without notice.

## Section 1 - General Theory

(80 marks)  
(10 × 8 marks)

\* Below are some of the answers that may arise. Accept other correct answers.

\*\* Ignore spelling if you know what the candidate is trying to express.

1. Name **two** types of printer. (4, 4 marks)

- Laser
- Inkjet/Deskjet/Bubblejet
- Dot Matrix
- Plotter
- Impact
- Non Impact
- Thermal
- All in One (printer/scanner/photocopier etc)

2. What does each of the following abbreviations mean? (4, 4 marks)

- VDU – Visual Display Unit
  - RAM – Random Access Memory
- (all words correct for marks)*

3. Name **two** input devices. (4, 4 marks)

- Keyboard
- Scanner
- Camera/Webcam
- Microphone
- Touch screen
- Joystick
- Modem *(both input and output device)*
- Mouse/Mouse pad
- Keypad/Number pad
- Trackball

4. Give **two** advantages of the Internet for a business that sells clothes. (4, 4 marks)

- Open 24/7
- Low cost base/cheaper, overheads/bills/rent etc
- Customers don't have to travel/can order online
- Orders processed securely
- Can have high stock level/better choice etc.
- Pay by credit card/paypal

5. Name **two** storage devices suitable for backing up files. (4, 4 marks)

- Floppy (disk)
- External hard drive/disk
- MP3
- CD
- DVD
- Flash disk/USB (stick)/Jump Drive/(memory) stick /pen drive/memory key
- Memory card
- Zip (disk)
- (Magnetic) tape
- Network server
- Remote/virtual (internet) storage/cloud/skydrive/dropbox etc.

6. What does each of the following abbreviations mean? (4, 4 marks)

- |     |     |                      |                                      |
|-----|-----|----------------------|--------------------------------------|
| (a) | PC  | Personal Computer    | <i>(all words correct for marks)</i> |
| (b) | USB | Universal Serial Bus |                                      |

7. Explain the term *computer virus*. (4, 4 marks)

- Malicious/dangerous file (any two)
- Downloaded onto your computer
- (Install) anti-virus software to safeguard against it
- (Update) anti-virus software regularly
- Set up a Windows firewall to keep it out
- Have a secure connection
- Don't download from unknown sources
- Don't open/forward suspicious mail.

\What does each of the following abbreviations mean? (4, 4 marks)

- LAN – Local Area Network (all words correct for marks)
- WAN – Wide Area Network

8. Explain the difference between a folder and a file. (4, 4 marks)

- Folder – location/storage area/address on the computer/put files in it
- File – software/word processing/spreadsheet doc etc. that has data/placed in a folder

9. Name **two** commonly used operating systems. (4, 4 marks)

- Windows/MS Windows/Vista/XP/Windows 7/Windows 95
- DOS (Disk Operating System)
- Linux/Red Hat
- Unix
- Mac OS/Macintosh/IOS
- Android

## Section 2 - Module 1: Word Processing

**(80 marks)**

### 11. Word Processing Theory

**(10 marks)**

(a) What is a page break?

(4 marks)

- (Command used in a word processor) so that text to moves to the top of next page.

(b) Explain the following formatting terms.

(3, 3 marks)

(1) Strikethrough text has a line through it, used for deleted text

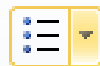


formatting icon written as answer

Full marks for examples of strikethrough text.

0 marks for underline.

(2) Bullets symbol used (\*, □, ✓, ●etc) for a list etc.



bullets icon written as answer

Full marks for examples of a bulleted list.

- 12. Practical Word Processing Assignment (70 marks)**
- (a) Open file 3 marks
- **Bold, Centre, ALL CAPS, 18pt** × 2 marks each (full word for marks) 8 marks
  - Make 8 editing changes × 3 marks each 24 marks
    - i) bold **'Ireland'** on line 1
    - ii) Insert full stop after 150Mb on line 3
    - iii) Bullets on four lines of text
    - iv) Insert space 'not available' on line 9
    - v) Run on 2<sup>nd</sup> and 3<sup>rd</sup> paragraphs - 'in urban area. You can expect...'
    - vi) Bold 'copper cables' on line 12
    - vii) New paragraph to start at 'Compare deals in your area' on last line
    - viii) Delete 'and speeds' on last line
  - Deduct 2 marks if no spaces after full stop in paragraph run on.
  - Deduct 2 marks if no free line/double return before New Paragraph.
  - Deduct 2 marks for any of (i) – (viii) if it incurs input errors not asked for.  
*Example:* 8 edits correct = 24 marks but no spaces after full stop where paragraph was joined is 24 – 2 = 22 marks.
  - Deduct 2 marks per error.
  - 1.5 line spacing throughout the document (**Hit or Miss**) 3 marks
  - Document fully justified (except heading and table) (**Hit or Miss**) 3 marks
- (b) Type Exam Number (ID purposes only) 0 marks
- (c) Date as right aligned header 4 marks  
(any date format, doesn't have to be an auto field, -2 if not right aligned, -2 for input/cap errors if date typed manually, to a max of 4 marks lost).
- (d) Table added to end of document 10 marks
- Deduct 2 marks per error (caps, bold, column width, border style/colour/thickness, extra row/column, typo)
  - Deduct 2 marks if table is on separate page or file
  - Deduct 2 marks for columns not aligned correctly (col 2 centred, col 1 left aligned)
  - Deduct 2 marks if the table itself is centred, indented or right aligned
  - Deduct 2 marks for each cell fully omitted
- (e) Spell check/Proofread the document 8 marks  
4 errors corrected × 2 marks each
- Download – first bullet point
  - service – line 9
  - arre/are lucky – line 13
  - connection to – line 13
- (f) Auto page numbering 4 marks
- Deduct 2 marks if not centre aligned or if not at end of page/footer
- (g) Print 3 marks

**Marking**

- Circle input errors with red pen and count up before multiplying by 2
- Mark '3' in red biro in right hand margin beside each correct edit and a '0' in right hand margin beside each edit not performed correctly. This means that there will be a 3 or a 0 in the right margin beside each of the 8 edits. Put a line under the final 3 or 0 and add to get a total (24 for example). Next add the errors and take this away from 24, example  $24 - 8 = 16$  marks.
- 10 marks each are awarded for inputting the table and text correctly. The candidate loses 2 marks per error. These errors include punctuation, capitals, spaces, bold not performed etc. A candidate may lose **all 10** marks in this section if there are too many errors. It is a copying task and therefore accuracy is of key importance.
- Similar procedure for other practical assignments.

**Module 2: Spreadsheet****(80 marks)****13. Spreadsheet Theory****(10 marks)**

Examine the spreadsheet below.

(4 marks)

- (a) Write a suitable formula that you would use in cell C4 to calculate the **Tax Paid**.

	A	B	C	D
1	<b>Payslip</b>			
2				
3	<b>Total Pay</b>	<b>Tax Rate</b>	<b>Tax Paid</b>	
4	€500	20%	<b>=A4* B4</b>	
5				
6				

- = A4 \* B4 *or*
- = B4 \* A4 *or*
- = sum(A4 \* B4) *or*
- = sum(B4 \* A4)
- Award full marks if no '=' sign or brackets used
- Accept caps or lowercase
- Accept X or \*
- Award 0 marks for calculated answer of €100

- (b) Name two number formats used in spreadsheets.

(3, 3 marks)

- Date
- Time
- Currency
- Thousand separator
- Percent
- Decimal
- Integer etc.

## 14. Practical Spreadsheet Assignment (70 marks)

(a) Setup spreadsheet. Align and format the spreadsheet as shown. 18marks  
Adjust column widths as necessary. (-2 per error)

- Deduct 2 marks per error to a max of 9 errors (all marks lost)
- Deduct 2 marks for each column not wide enough
- Deduct 2 marks for starting data in incorrect cell
- Align as shown (deduct 2 marks per error or 2 marks for full row 2 as it is consistent)
- Bold (deduct 2 marks per cell)

	A	B	C	D
1	<b>Electricity Readings</b>			
2				
3	<b>Customer</b>	<b>Present</b>	<b>Previous</b>	<b>Units Used</b>
4	Wilson, John	7987	7095	892
5	Garvey, Mary	7905	6804	1101
6	Cooney, Barry	7930	6871	1059
7	Adams, Annie	7694	6941	753
8	Barr, Joe	8992	7999	993
9	Denney, Pat	7087	6885	202
10			<b>Total Units Used</b>	5000
11			<b>Cost Per Unit</b>	€ 0.25
12			<b>Cost of Electricity Used</b>	€ 1,250.00
13			<b>VAT 13.5%</b>	€ 168.75
1			<b>Total Amount Due</b>	€ 1,418.75
15	Examination Number			

(b) (1) Calculate **Units Used**. 8 marks  
(3 marks for first correct calculation, then 1, 1, 1, 1, 1)

(2) Formula in D4 (Hit or Miss) 2 marks  
=B4 – C4 or  
=sum(B4 – C4)

- Award full marks if '=' sign omitted
- Award full marks if spreadsheet printed (2<sup>nd</sup> copy) with formulas displayed
- Accept caps or lowercase
- Award 0 marks for calculated answer of **892** given

(c) Calculate **Total Units Used**(5000) 5 marks

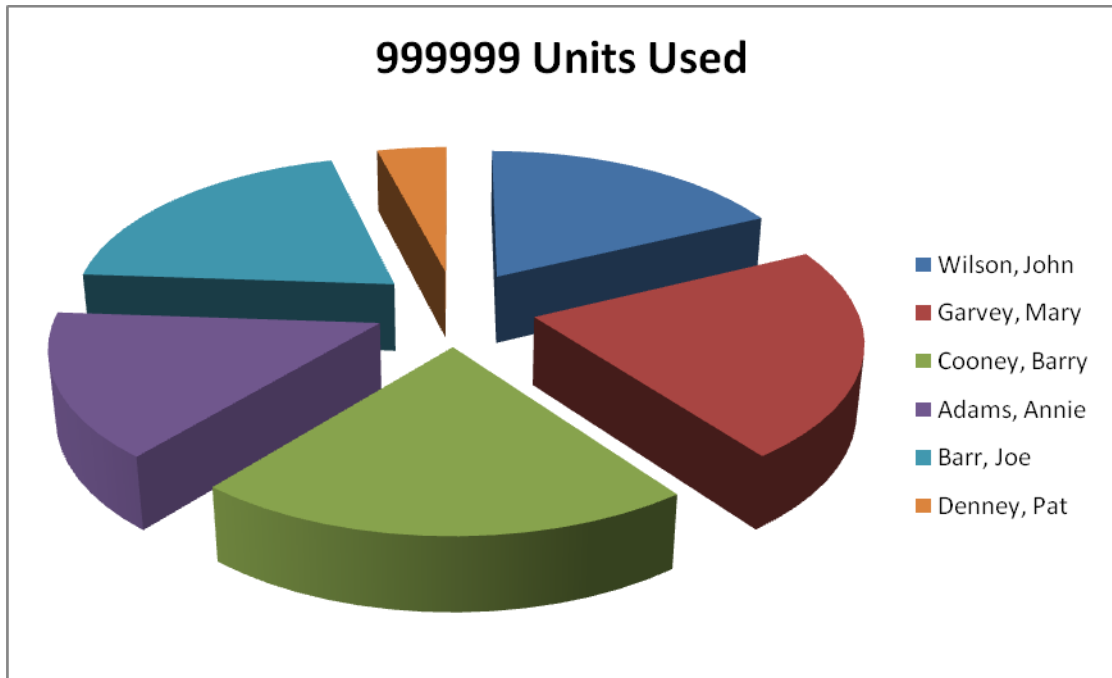
(d) Calculate **Cost of Electricity Used** (€1250.00) 5 marks

(e) Calculate **VAT 13.5%**(€168.75) 5 marks

(f) Calculate **Total Amount Due** (€1418.75) 5 marks



- (g) Format all money amounts to currency with 2 decimal places 4 marks
- 2 marks for **any** currency symbol used (Hit or Miss)
  - 2 marks for two decimal places (Hit or Miss)
  - -2 marks per cell/column where currency format used (e.g. column B and C or Cell D10)
- (h) Insert your Examination Number in A15 0 marks
- (i) Pie chart that displays **Units Used per Customer**. 10 marks, Attempt 3



- Deduct 2 marks if line/bar/column/other chart is presented displaying all data
- Deduct 2 each for each missing item (chart title -2, exam number -2, legend not necessary if name labels appear on/beside pie segments).
- Deduct 2 marks each for each extra/incorrect or each missing segment/column.
- Accept chart as separate printout or on original spreadsheet.

- (j) Delete Row 2 (Exam number now on Row 14) 5 marks
- (k) Saved as **ELECTRIC** 0 marks
- (l) Print 3 marks

**Module 3: Databases****(80 marks)****15. Database Theory****(10 marks)**

(a) Explain the term query when used in a database

4 marks

(2, 2 marks)

- A query is a term used for **searching/filtering/finding/taking out/extracting data from** a database/file using **criteria/conditions/questions/filters** etc.

(b) Study the table below.

6 marks

For each **Field** write a suitable **Data Type** in the space provided.

(2, 2, 2 marks)

<b>Field</b>	<b>Data type</b>
Fee Paid	<b>Currency/Money/number with € symbols</b>
Date of Birth	<b>Date or date/time</b>
Address	<b>Text or Alphanumeric</b>

**16. Practical Database Assignment****(70 marks)**(a) Open **ART** file

3 marks

Name	Category	Price €	Artist
The Cat	General	€120.00	Kinkead
In the Garden	Nature	€250.00	Holland
At the Seaside	Children's	€300.00	Holland
The Farm	Nature	€200.00	Kinkead
Clouds	Nature	€150.00	Knightly
Winter in Ireland	Nature	€230.00	Holland
Wildflowers	Nature	€225.00	Brick
The Sun	Nature	€180.00	Brick

(b) (c) Add new text field called **Available** after the Artist field.

10 marks

- Deduct 2 marks if field not after **Artist** field or in wrong position
- Deduct 2 marks if incorrectly named (input errors, caps, spelling)
- Deduct 2 marks if incorrect data type
- Deduct 2 marks if incorrect width or not wide enough to fit data
- Deduct 2 marks if entered in separate database/table

(c) Add data to the **Available** field

- Deduct 2 marks per input error or per cell omitted to a max of 5 errors

Name	Category	Price €	Artist	Available
The Cat	General	€120.00	Kinkead	<b>No</b>
In the Garden	Nature	€250.00	Holland	<b>Yes</b>
At the Seaside	Children's	€300.00	Holland	<b>No</b>
The Farm	Nature	€200.00	Kinkead	<b>Yes</b>
Clouds	Nature	€150.00	Knightly	<b>Yes</b>
Winter in Ireland	Nature	€230.00	Holland	<b>Yes</b>
Wildflowers	Nature	€225.00	Brick	<b>Yes</b>
The Sun	Nature	€180.00	Brick	<b>No</b>

(d) Delete **In the Garden** record (*Hit or Miss*)

5 marks

- If record is still present with all fields empty, 0 marks

(e) Add three records

16 marks

Name	Category	Price €	Artist	Available
<b>Houses</b>	<b>General</b>	<b>€140.00</b>	<b>Holland</b>	<b>Yes</b>
<b>Colours</b>	<b>General</b>	<b>€125.00</b>	<b>Kinkead</b>	<b>Yes</b>
<b>People Walking</b>	<b>General</b>	<b>€220.00</b>	<b>Holland</b>	<b>No</b>

- Deduct 2 marks per input error
- Deduct 2 marks if entered in separate database
- Deduct 5 marks per complete record omitted
- Treat as separate errors if initial caps not correct in each cell.

- (f) Amend **Houses** record to read **Houses of Ireland**. 3 marks
- (g) Sort **descending** by **Price** 5 marks
- 2 if Price sorted ascending
  - 0 marks if sorted descending by another field
- (h) Print amended database (10 records, 5 columns) 3 marks
- Don't penalise if Examination Number added as additional record on the database as this is often done for ID purpose only

Price Descending



Name	Category	Price €	Artist	Available
At the Seaside	Children's	€300.00	Holland	<b>No</b>
Winter in Ireland	Nature	€230.00	Holland	<b>Yes</b>
Wildflowers	Nature	€225.00	Brick	<b>Yes</b>
<b>People Walking</b>	<b>General</b>	<b>€220.00</b>	<b>Holland</b>	<b>No</b>
The Farm	Nature	€200.00	Kinkead	<b>Yes</b>
The Sun	Nature	€180.00	Brick	<b>No</b>
Clouds	Nature	€150.00	Knightly	<b>Yes</b>
<b>Houses of Ireland</b>	<b>General</b>	<b>€140.00</b>	<b>Holland</b>	<b>Yes</b>
<b>Colours</b>	<b>General</b>	<b>€125.00</b>	<b>Kinkead</b>	<b>Yes</b>
The Cat	General	€120.00	Kinkead	<b>No</b>

- (i) Query of **Artist = Holland** 20 marks
- Consistent with printout from (h) above
  - Deduct 2 marks for each field/column omitted
  - Accept any incorrect data entry from (e) above

Sorted **ascending** by **Name** 5 marks

- 2 if sorted descending
- 0 marks if sorted ascending on another field

Name Ascending



Name	Category	Price €	Artist	Available
At the Seaside	Children's	€300.00	Holland	<b>No</b>
<b>Houses of Ireland</b>	<b>General</b>	<b>€140.00</b>	<b>Holland</b>	<b>Yes</b>
<b>People Walking</b>	<b>General</b>	<b>€220.00</b>	<b>Holland</b>	<b>No</b>
Winter in Ireland	Nature	€230.00	Holland	<b>Yes</b>

- Don't penalise if Examination Number added as additional record on the database as this is often done for ID purpose only

- (j) Save query 0 marks
- (k) Save file and close 0 marks

## Module 4: Desktop Publishing

**(80 marks)**

### 17. Desktop Publishing Theory

**(10 marks)**

- (a) Name two documents produced in a busy office using Desktop Publishing. 6 marks  
(3, 3 marks)

- Advert
- Agenda
- Business Card
- CD/DVD cover
- Envelope
- Greeting Card
- Labels
- Letterhead
- Postcard
- Poster etc.

- (b) List two effects used to enhance text.

4 marks  
(2, 2 marks)

- Bold
- Italic
- Underline
- Increase font size
- Font colour
- Engrave
- Emboss
- Outline
- Change font style
- Text highlighting
- Text shading
- Caps
- Word Art
- Strikethrough etc.

<b>18. Practical Desktop Publishing Assignment</b>	<b>(70 marks)</b>
(a) Text inserted into new document	4 marks (4 marks)
(b) Type Examination Number	0 marks
(c) Format heading text: <b>School Supplies Ltd.</b> Arial 26 pt Shaded - <b>School Supplies Ltd.</b> Bold	(8 marks) 2 marks 2 marks 2 marks 2 marks
(d) Format line 2 & 3 text: <b>Get your School Books early this year Covered FREE</b>  Times New Roman (both lines) 20pt (both lines) Centred (both lines)	(6 marks)  2 marks 2 marks 2 marks
(e) Format line 4 text: <b>5% discount when you buy more than 10 books</b> Times New Roman (full line) 24pt (full line) Centred	(6 marks) 2 marks 2 marks 2 marks
(f) Text inserted into document Offer ends 15 <sup>th</sup> August Times New Roman, 24pt, centred (full line) Text Correct Text in correct position	(6 marks) 2 marks 2 marks 2 marks
(g) Format lines 6 text: <b>Also included are:</b> Left aligned (full line) Times New Roman (full line) 20pt (full line)	(6 marks) 2 marks 2 marks 2 marks
(h) Format 2 lines of bulleted : <b>2 notebooks, 4 pens</b> Left aligned (both bullet points) Bullets (both bullets the same) Times New Roman (full line) 20pt (full line)	(8 marks) 2 marks 2 marks 2 marks 2 marks
(i) <b>BOOK</b> image inserted into document Correct position/alignment/wrapping Correct size (4.5 cm × 4.5 cm)	(8 marks) 4 marks 2 marks 2 marks
(j) Format text : <b>Call to our shop TODAY!</b> Times New Roman (full line) 24pt (full line) Italics (full line)	(6 marks) 2 marks 2 marks 2 marks
(k) <span style="border: 3px double black; padding: 2px;">Double line black border</span> (any double style but not single/triple) Around full page	(4 marks) 2 marks 2 marks
(l) Insert returns/blank lines so document is spaced as shown on page 13 5 marks for excellent layout, 3 marks for good layout, 0 marks otherwise	(5 marks)
(m) Save and Print	3 marks (3 marks)

**-2 in each of (c) .. (j) for input errors in that section**

## Module 5: The Internet

**(80 marks)**

### 19. Internet Theory

**(10 marks)**

(a) Explain the term *Hyperlink*.

4 marks  
(2, 2 marks)

- Click to open/activate/follow
- Links to a web page or links to another area of document
- Underlined text formatted in a different colour
- Most common in World Wide Web/WWW
- Example given where web address is underlined ([www.google.com](http://www.google.com))

(b) Name two commonly used search engines.

6 marks  
(3, 3 marks)

- Google
- Yahoo
- Bing
- Altavista
- Ask.com
- Dogpile
- Excite
- Lycos
- Webcrawler etc.

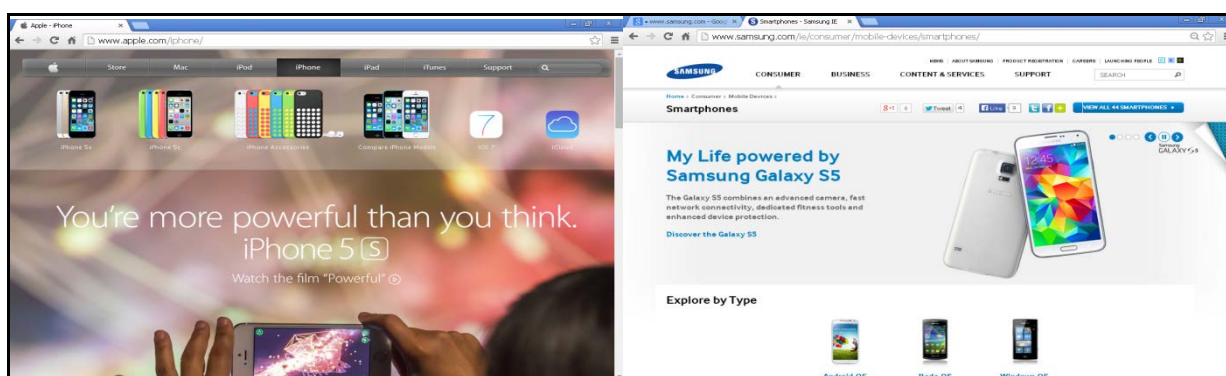
## 20. Practical Internet Assignment (70 marks)

### Task 1 25 marks

- (a) Log on to the Internet (home page printed or any page and no more). 5 marks
- (b) Open any **one** of the following sites 10 marks
- www.apple.com
  - www.samsung.com
- (c) Save the company logo as **LOGO**. 0 marks  
(Marks given later on in Task 3 (e))
- (d) Click on a link that contains information about *mobile phones*. 10 marks

Print the first page of the *mobile phones information*.

- Deduct 10 marks if one of the websites above doesn't appear on page.
- Deduct 10 marks if there is no reference to *mobile phones*.



- (e) Save the page on your external storage device as **PHONE**.

### Task 2 20 marks

- (a) Use search engine to find information on *Wireless Keyboards*.
- (b) Print first page 20 marks
- Wireless and Keyboard both have to be visible on page for full marks)

### Task 3 25 marks

- (a) 'To' field correct (address given on form EM1) 4 marks
- (b) 'CC' field correct 4 marks
- (c) 'Subject' field correct (*Phone Repair* – italics not necessary/not penalised) 4 marks  
(Deduct 2 marks for input error in (a), (b), and (c) to a max of 2 errors in each)
- (d) Compose email as per given text 6 marks  
(Deduct 2 marks per error to a max of 3 errors, don't penalise double returns, as emails are casual)

Hi,  
Your phone has been repaired and will be sent to you today via registered post.  
Signed: (Your Examination Number)

- (e) **LOGO** attached to email 4 marks
- (f) Send email 0 marks
- (g) Print email (full marks if printed before sent). 3 marks



**Module 6: Text Entry****(80 marks)****21. Text Entry Theory****(10 marks)**

- *Hit or Miss* – 1 mark for each error identified to a maximum of 10 marks.
- Accept passage retyped with all errors corrected or identified.

Headphones are a a pair of small loudspeakers that are designed too be held in place close to a user's ears.Headphones either have wires for connnection to a signal source such as an aaudio device, radio, CD player, portable media player or mobile phone, or have a wireless receiver, which is use to pick up a signal without using a cable.

Their are sometimes known as ear speakers. the 'in your ear versions' are also known as earphones. In de context of telecommunications, a headsett is a combination of headphones and a microphone

1. a a– repeated word
2. too – to
3. ear.Headphones – no space
4. connnection - spelling
5. audio – spelling
6. use - used
7. Their – They
8. the – capital letter
9. de – the
10. headsett - spelling
11. microphone – full stop at end of sentence

**22. Practical Text Entry Assignment****(70 marks)****TASK 1 Data Entry Test****(35 marks)**

- (a) Type your Examination Number 0 marks
- (b) Type the passage using:
- Times New Roman throughout 2 marks
  - 14pt throughout 2 marks
  - Double line spacing throughout 2 marks
  - Text entered accurately 12 marks
  - If one space after full stop or hyphen used consistently, do not penalise
  - Deduct 2 marks per error including spelling, caps, paragraphs etc. to a max of 6 errors
  - Deduct 4 marks if full line omitted
  - Double or single return between paragraphs is acceptable as long as consistent, otherwise penalise as an input error.
- (c) Format text as shown below. (All Hit or Miss for marks)
- Bold Smart TVs 1 mark
  - Bold/Underline **access, widgets and apps** (3 × 1 mark each) 3 marks
  - Italics *computing ability* 1 mark
  - Bold and/or Italics ***Netflix, weather, news & pre-installed*** (4 × 1 mark each) 4 marks
  - RTÉ – symbol inserted **2 marks**
  - Underline social networking 1 mark
  - Superscript SMRT<sup>2</sup> **2 marks**
- (d) Print 3 marks

- Check spaces before and after all punctuation marks

**TASK 2****Creating a Programme****35 marks)**

- (a) Type your Examination Number 0 marks
- (b) Create a programme using information given.
- Deduct 2 marks per input error in the relevant section (c) – (e), never going below the marks per section.
  - These errors include initial caps in heading, alignment, spelling errors, tabs, spacing (full marks if consistent) etc.
  - Deduct full marks if any line missing.
- (c) School Show 4 marks  
 • Arial, 22pt, Bold, Centred (4 × 1 mark each)
- (d) Programme 4 marks  
 • Times New Roman, 18pt, Underline, Centre (4 × 1 mark each)
- (e) Friday, 19<sup>th</sup> December 2014 6 marks  
 • Times New Roman, 16pt, Bold, Italics, Centre, Superscript (6 × 1 mark each)
- (f) **All** of remaining text Times New Roman and 14pt 2 marks  
 • Times New Roman, 14pt (2 × 1 mark each)
- (g) Use tabs to align 6 marks  
 (-2 per tab error)
- (h) Bold times 4 marks  
 (-2 per error)
- (i) Apply spacing so that it fits on an A4 page, 6 marks  
 with good use of white space.
- Attractive Layout/Balance of presentation 0, 3, 6 depending on quality of layout  
 (Deduct additional errors not asked for here, 0 marks if >3 errors.)
- (j) Save/Print 3 marks

(Examination Number)

# School Show

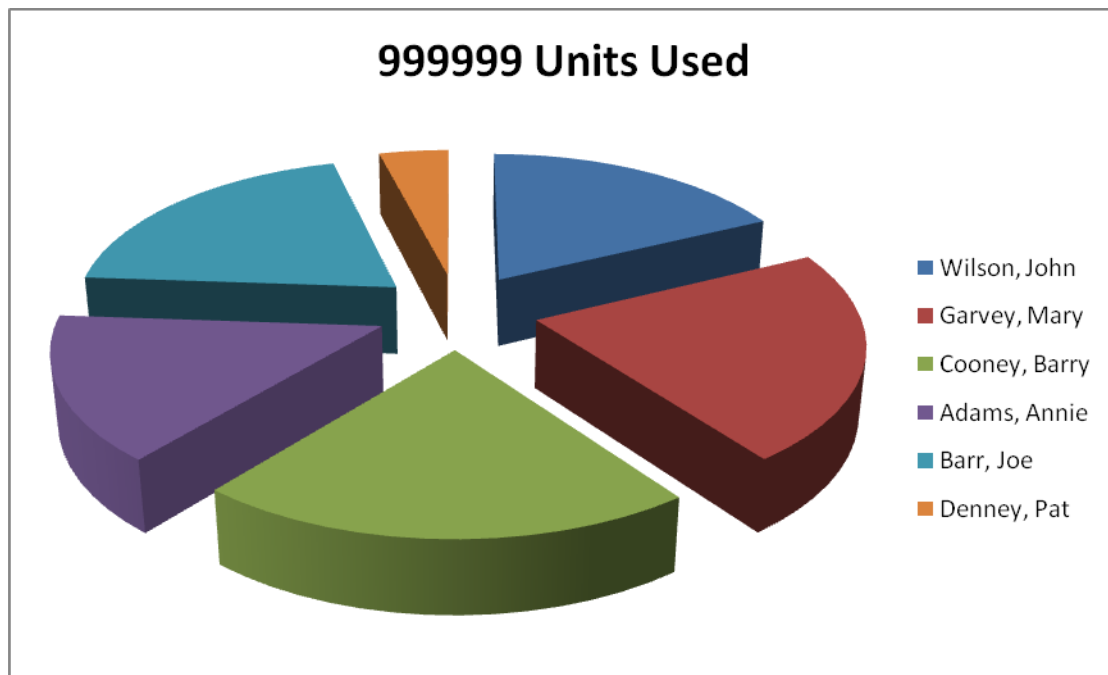
## Programme

*Friday, 19<sup>th</sup> December 2014*

- |                |                                   |
|----------------|-----------------------------------|
| <b>7.00 pm</b> | Solo Singer - Ann Walsh           |
| <b>7.10 pm</b> | Comedy Act - Transition Years     |
| <b>7.30 pm</b> | Magic Tricks with Alex            |
| <b>7.50 pm</b> | Interval - Sale of raffle tickets |
| <b>8.00 pm</b> | Drama - Transition Years          |
| <b>8.30 pm</b> | Choir                             |
| <b>8.50 pm</b> | Raffle                            |
| <b>9.00 pm</b> | End of Show                       |

## Spreadsheet Solution 2014

	A	B	C	D
1	<b>Electricity Readings</b>			
2	<b>Customer</b>	<b>Present</b>	<b>Previous</b>	<b>Units Used</b>
3	Wilson, John	7987	7095	892
4	Garvey, Mary	7905	6804	1101
5	Cooney, Barry	7930	6871	1059
6	Adams, Annie	7694	6941	753
7	Barr, Joe	8992	7999	993
8	Denney, Pat	7087	6885	202
9			<b>Total Units Used</b>	5000
10			<b>Cost Per Unit</b>	€ 0.25
11			<b>Cost of Electricity Used</b>	€ 1,250.00
12			<b>VAT 13.5%</b>	€ 168.75
13			<b>Total Amount Due</b>	€ 1,418.75
14	<b>Examination Number</b>			



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## Database Solution 2014

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### Original Database

Name	Category	Price €	Artist
The Cat	General	€120.00	Kinkead
In the Garden	Nature	€250.00	Holland
At the Seaside	Children's	€300.00	Holland
The Farm	Nature	€200.00	Kinkead
Clouds	Nature	€150.00	Knightly
Winter in Ireland	Nature	€230.00	Holland
Wildflowers	Nature	€225.00	Brick
The Sun	Nature	€180.00	Brick

### Database with new field added

Name	Category	Price €	Artist	Available
The Cat	General	€120.00	Kinkead	No
In the Garden	Nature	€250.00	Holland	Yes
At the Seaside	Children's	€300.00	Holland	No
The Farm	Nature	€200.00	Kinkead	Yes
Clouds	Nature	€150.00	Knightly	Yes
Winter in Ireland	Nature	€230.00	Holland	Yes
Wildflowers	Nature	€225.00	Brick	Yes
The Sun	Nature	€180.00	Brick	No
Houses	General	€140.00	Holland	Yes
Colours	General	€125.00	Kinkead	Yes
People Walking	General	€220.00	Holland	No

### Database with fields edited & sorted descending by price

Name	Category	Price €	Artist	Available
At the Seaside	Children's	€300.00	Holland	No
Winter in Ireland	Nature	€230.00	Holland	Yes
Wildflowers	Nature	€225.00	Brick	Yes
People Walking	General	€220.00	Holland	No
The Farm	Nature	€200.00	Kinkead	Yes
The Sun	Nature	€180.00	Brick	No
Clouds	Nature	€150.00	Knightly	Yes
Houses of Ireland	General	€140.00	Holland	Yes
Colours	General	€125.00	Kinkead	Yes
The Cat	General	€120.00	Kinkead	No

### Query, sorted by Name ascending

Name	Category	Price €	Artist	Available
At the Seaside	Children's	€300.00	Holland	No
Houses of Ireland	General	€140.00	Holland	Yes
People Walking	General	€220.00	Holland	No
Winter in Ireland	Nature	€230.00	Holland	Yes

## Word Processing Solution 2014

(Examination Number)

### FIBRE BROADBAND

Unlike the majority of broadband connections in **Ireland**<sup>1</sup>, which use telephone lines or mobile networks, fibre-optic broadband is transferred along special cables underground. The signals move a lot faster than they do along copper cables and offer speeds of up to 150Mb.<sup>2</sup>

<sup>3</sup>You can:

- **Download** a 100Mb album in 16 seconds
- Download a 10Gb movie in 7 minutes
- Take part in multiplayer games with dozens of players
- Download games in less than 2 minutes

*\* Fully justified,  
except heading & table)*

*Full document has  
1½ line spacing*

In Ireland the fibre-optic **service** is not available <sup>4</sup>everywhere, and is mostly on offer in urban areas.

<sup>5</sup>You can expect speeds of up to 50Mb with a regular fibre-optic connection. The fibre-optic line runs from the provider to the junction box outside your house, at which point regular **copper cables**<sup>6</sup> run inside your house.

If you **are** lucky enough to have a fibre **connection to** your home, the fibre-optic cables run all the way into your house and provide much faster speeds of up to 150Mb.

<sup>7</sup>Compare deals <sup>8</sup>in your area.

Supplier	Cost per Month
Irish Fibre	€52
Super Fibre	€50

**8 edits × 3 marks each**

<sup>1</sup> Bold

<sup>2</sup> Full stop

<sup>3</sup> Bullets × 4

<sup>4</sup> Insert space

<sup>5</sup> Run on paragraph

<sup>6</sup> Bold

<sup>7</sup> New Paragraph

<sup>8</sup> 'and speeds' deleted from last line

**4 Spelling/Proofreading errors × 2 marks each**

1. download

2. service

3. are

4. connection to





